

**THE CORPORATION OF THE TOWNSHIP OF MCGARRY**

**BY-LAW 2004-55**

**BEING A BY-LAW TO APPOINT A RECREATION  
COMMITTEE AND ESTABLISH A TERMS OF REFERENCE  
FOR THE COMMITTEE**

**WHEREAS** Section 11 of the Municipal Act 2001 authorizes Council pass By-Laws respecting matters for culture, parks, recreation and heritage.

**AND WHEREAS** Council is desirous to appoint a Recreation Committee and establish a terms of reference for the Committee.

NOW THEREFORE, Council enacts as follows:

- 1) THAT Council hereby establish a Recreation Committee for the Township of McGarry.
- 2) THAT the Committee shall consist of three members of Council and six members of the Public appointed by resolution.
- 3) THAT the Committee shall follow the terms of reference and code of ethics attached to and forming schedule "A" to this By-Law.
- 4) THAT this By-Law shall take effect on the date of its passing.

READ A FIRST AND SECOND TIME THIS 14th DAY OF DECEMBER 2004.

  
REEVE

  
CLERK-TREASURER

READ A THIRD TIME AND PASSED THIS 14<sup>th</sup> DAY OF DECEMBER, 2004.

  
REEVE

  
CLERK-TREASURER

**Township of McGarry  
Recreation Committee**

**A. Definition**

The McGarry Recreation Committee is a committee formed to organize and fund, from the budget allocated to it by the Township of McGarry, recreational activities for the residents of the township of McGarry

**B. Composition of the Committee**

The McGarry Recreation Committee will be composed of nine members, two members from the municipal council, one of whom will serve as chair of the committee, and seven members, residents of McGarry Township, appointed by the Municipal Council of the Township of McGarry. Appointment to the Committee is for a term of one year, and members may be reappointed.

**C. Mandate of the Committee**

1. To establish a network of people interested in assessing current recreational resources and identifying developmental priorities.
2. To ensure that recreation is appropriately included in the township strategic planning process.
3. To encourage the on-going support and development of broadly accessible quality recreational opportunities, including social, artistic, entertainment, physical, cultural and educational opportunities for all members of the community, regardless of age, gender, abilities or interests.
4. To provide Council with direction and policies regarding recreation and leisure services.

**D. Roles of the Committee**

1. Represent and Liaise with the public.

The Recreation Committee cannot operate effectively without the support of the public it represents. The committee will make every effort to address public concerns and interpret decisions of Council particularly where the rationale of the decision is not entirely obvious.

2. Plan for Recreation

The Recreation Committee will assist in the logical and practical development of recreation resources and the protection of available resources in order to meet both short-range and long-range objectives.

3. Advise Council

The Recreation Committee will respond to requests from council for information and recommendations related to recreational issues. It will provide feedback to Council on the recreation plan. The Committee will also provide input on <sup>recreation</sup> issues it feels Council should be aware of, even if the input is not requested. *AL*

E. Duties of the Committee

1. Prepare an annual recreation plan for the community that will promote appropriate recreation programs and services, as well as special events developed to meet the needs of the citizens.
2. Keep Council informed of happenings in the recreational department.
3. Oversee the operation of the township's recreation ~~facilities~~. *AL*
4. Develop a system of communication that will ensure that all residents are informed of recreational happenings.
5. Conduct meetings on a regular basis.

F. Duties of Recreation Committee Members

- Attend meetings. If you are unable to attend let the chairperson know.
- Actively listen to what recreation options friends, neighbours, children and elders want and share it at the meetings.
- Ask questions. It is important for members to explain ideas and decisions to community groups or individuals.
- Learn how the Council, recreation committee and community groups are supposed to work together to share the information.
- Explain the recreation committee's job and decisions to community members.
- Explain to community groups and members as well as councilors the requirements for recreation activities.
- Gather and organize volunteers for special events.
- Listen to members comments and give your opinions during the meeting.
- Personally invite everyone you meet to become involved in upcoming recreation events.
- Attend community recreation events.
- Help community groups learn to organize events.
- Help organize activities put on by the recreation committee.
- Ensure that a variety of recreation opportunities are available to all people in the community.
- Listen to those who may not know, understand or agree with what the recreation committee is doing.

## Recreation Committee Member Code of Ethics

As a member of this committee I will:

- represent the interests of all the people in the community.
- refrain from using the recreation committee for my own and others personal advantage.
- keep confidential information confidential.
- approach all committee issues with an open mind to make the best decision for the whole community.
- only use authority as a committee member when in a meeting with the full committee or as delegated by the committee.
- refrain from speaking for the whole committee unless requested to do so by the committee.